

LAKEHAVEN WATER AND SEWER DISTRICT  
King County, Washington

REGULAR BUSINESS MEETING  
September 22, 2022

A regular meeting of the Board of Commissioners of the Lakehaven Water and Sewer District, King County, Washington, was held on September 22, 2022 at Lakehaven Center, 31531 First Avenue South, Federal Way, Washington 98003 and via Zoom.

President Englund called the meeting to order at 6:00 p.m. and asked Commissioner Miller to lead the flag salute. Members/officials present were as follows:

Leonard Englund	President
Donald Miller	Vice President
*Laura Belvin	Secretary
Peter Sanchez	Commissioner
Jeremy DelMar	Commissioner
John Bowman	General Manager
Steve Pritchett	General Counsel
Tom Drake	Director of Finance/Information Services
Ken Miller	Engineering Manager

\*Attended Board meeting remotely.

APPROVAL OF MINUTES

Upon motion of Commissioner DelMar, which was duly seconded by Commissioner Sanchez, the Board **unanimously approved** the Board minutes of August 25, 2022 and September 8, 2022, as presented.

APPROVAL OF AGENDA

Upon motion of Commissioner Miller, which was duly seconded by Commissioner Sanchez, the Board **unanimously approved** the agenda as presented.

CONSENT ITEMS

Upon motion of Commissioner Sanchez, which was duly seconded by Commissioner Miller, the Board **unanimously approved** the Consent Items as presented below.

1. Payment of the accounts payable, ACH transaction fees and payroll transactions as listed in the consent item in the total amount of \$2,121,982.45.
2. Canyon Ridge Estates-DE Over-lengthening.

### INFORMATION ITEMS

**#1, Presentation on the P.S. 33B Construction Project:** Ken Miller gave a PowerPoint presentation to the Board on “Installing a Wastewater Pump Station Over an Artesian Aquifer with a Piezometric Head 19ft above Ground Surface”. Mr. Miller informed the Board that this presentation was given at the PNCWA conference in Spokane on September 12th and will also be presented at the WEFTEC conference in New Orleans on October 13, 2022.

**#2, Emergency Declaration:** John Bowman mentioned that with the announcement by the Governor about ending the statewide emergency on October 31<sup>st</sup>, he thought the Board may want to consider setting a cancellation date for the District’s Emergency Declaration. After discussion on this matter, the Board asked staff to bring this back before them as a consent item at the next Board meeting to cancel the District’s Emergency Declaration at the same time as the Governor ends all remaining Covid-19 proclamations statewide.

**#3, Insurance Broker Services:** Steve Pritchett reported that after discussions at the last Board meeting on renewing the current Broker Services contract with Brown and Brown, he left messages with Enduris asking them to contact him to discuss insurance coverage options and to get a price quote. He informed the Board that he did have a discussion with an Enduris agent and that it will take some time for staff to review coverage options with Enduris and get a price quote. He also mentioned that the District would need to prepare an exit letter to CIAW giving notice to exit the pool in 2023, in the event they decide to go with another insurance company. The Board asked Mr. Pritchett to prepare an exit letter to CIAW, continue discussions with Enduris and to continue the Insurance Broker Services contract with Brown and Brown for one additional year.

### COMMITTEE REPORTS/COMMISSIONER COMMENTS

Commissioner Belvin reported that she attended the Howard Hanson Dam tour and that she will be unable to attend the next Board meeting.

Commissioner Sanchez reported that he attended the Howard Hanson Dam tour and reported on the PNCWA conference that he attended last week. Commissioner Sanchez mentioned an I/I study that Colfax is currently doing that uses temperature probes to determine where the I/I is coming from. He reported on a tour of the Spokane County Regional Water Reclamation Facility that he took while he was at the PNCWA conference.

Commissioner DelMar reported that he will be attending the WASWD conference next week.

Commissioner Miller reported on the Safety and EMAC meetings that he attended.

Commissioner Englund had nothing to report.

STAFF REPORTS

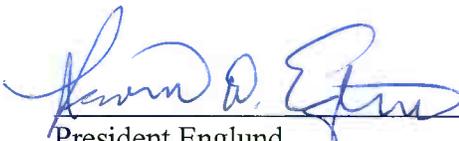
**General Counsel:** Mr. Pritchett reported on a meeting that Molly and he attended with representatives of OVIVO, the company that manufactures the digester mixer and roof component the District is interested in purchasing. He informed the Board that staff met today to create a list of items that the District would like to receive in return for agreeing to adjust the price on the AMR meters. He mentioned he was prepared to discuss a leak adjustment request from a customer who indicated that he was going to attend the Board meeting tonight, but the customer did not show up.

**Director of Finance/Information Systems:** Mr. Drake reported that the account receivables on page 83 of the agenda have a current balance of roughly one-half of what they were at the peak of Covid, and that the Customer Service Department is doing an excellent job on getting that balance reduced.

**Engineering Manager:** Mr. Miller gave an update on the Redondo Electrical GC/CM project and reported on plans for use of a larger generator and generator noise considerations. Mr. Miller asked the Board if they had an interest in having a presentation on this project and the Board responded in the affirmative.

**General Manager:** Mr. Bowman mentioned that he gave approval for a \$72,000 change order to HDR for construction management services on the Lakota Liquid Stream project. He reported that the District began sending water to Milton on September 8<sup>th</sup> and discontinued the emergency water supply on September 19<sup>th</sup>. However, staff did not have an accurate accounting of the water delivered due to a meter failure. He informed the Board about a draft biosolids bill headed for the Legislature and his conversations with WASWD and the Coalition for Clean Water about the bill.

The meeting concluded at 7:50 p.m.

  
\_\_\_\_\_  
President Englund

Yea      Nay      Abstain

ATTEST:

  
\_\_\_\_\_  
Vice President Miller

Yea      Nay      Abstain

\_\_\_\_\_  
Secretary Belvin

\_\_\_\_\_  
Yea

\_\_\_\_\_  
Nay

\_\_\_\_\_  
Abstain

  
\_\_\_\_\_  
Commissioner Sanchez

  
\_\_\_\_\_  
Yea

\_\_\_\_\_  
Nay

\_\_\_\_\_  
Abstain

  
\_\_\_\_\_  
Commissioner DelMar

  
\_\_\_\_\_  
Yea

\_\_\_\_\_  
Nay

\_\_\_\_\_  
Abstain